

FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

Monday, June 18, 2012

Attending:

Mayor Janet Hughes	Councilor Andre Cushing
Councilor Jean Lawlis	Town Manager Sue Lessard
Councilor Shelby Wright	Ron Bailey, Resident
Councilor Tom Brann	
Councilor Jeremy Williams	

1. Minutes – 6/4/2012 – The minutes of the 6/4/2012 meeting were reviewed and approved as written.
2. Review & Signature of Warrants – The warrants authorizing payments were reviewed, signed and approved by the Committee.
3. Old Business
 - a. Town Charter Review – Town Council Section -
This item was tabled until the next Finance & Administration Committee due to lack of time for discussion.
4. New Business
 - a. Multiviewer Purchase – Communications Committee
Recommendation - Motion by Councilor Lawlis, seconded by Councilor Williams to recommend to the full Council that the Town purchase the multiviewer from NESCOM at a cost of \$750 to be funded from Municipal Building Reserve. Vote 5-0.
 - b. Portable Sound System Purchase – Communications
Committee Recommendation – Motion by Councilor Williams, seconded by Councilor Lawlis to recommend to the full council the expenditure of up to \$1800 for the purchase of a portable sound system with wireless microphones, with the concurrence of the Communications Committee due to the increase in recommended expenditure from \$1500 to \$1800, to be funded as budgeted in 2011/2012 from Municipal Building Reserve. Vote 5-0.
 - c. Eaton Peabody – Professional Services Agreement re TIF
Policy – Planning & Development Committee Recommendation
Motion by Councilor Cushing, seconded by Councilor Wright to recommend to the full Council engaging the services of Eaton Peabody to develop a TIF policy at a cost not to exceed \$8500 to be funded from Host Community Benefits, and to include

three meetings with Planning & Development instead of two as shown in the proposal. Vote 6-0.

- d. Insurance Bid Quotes – Motion by Councilor Cushing, seconded by Councilor Wright to recommend to the full Council the acceptance of the insurance quote from Maine Municipal Association for \$45,607. Vote 6-0
- e. Request for Interest Abatement – Ron Bailey – Motion by Councilor Cushing, seconded by Councilor Wright to abate the interest amount of \$6.16 charged on unpaid taxes for Map 4 Lot 22A. Vote 6-0.

5. Public Comment - None

6. Committee Member Comments – None

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Susan Lessard
Town Manager